

TxDOT Road Lines

Volume 1, No. 1

Business Opportunity Programs Section Publication

March 1999



Let's do business.
James Dossett

From The Director

LET'S DO BUSINESS

As director of the Business Opportunity Programs (BOP) Section, I am pleased to introduce a newsletter that has been designed to assist small businesses in better understanding our agency's purchasing and contracting needs and requirements. The purpose of the newsletter is to provide information and to respond to frequently asked questions regarding the Texas Department of Transportation's (TxDOT) Disadvantaged Business Enterprise (DBE) and Historically Underutilized Business (HUB) programs.

The objective of our office is to provide one location in TxDOT to respond to all DBE and HUB program issues

and to increase DBE/HUB participation on TxDOT contracts. We feel that the key to increasing small business participation on TxDOT contracts is to provide information to small businesses, TxDOT personnel, prime contractors, consultants and other organizations. I encourage you to take advantage of the enclosed Order Form to receive additional information and to ask questions you would like addressed in a future newsletter.

The BOP Section has a staff ready to assist you. Do not hesitate to contact us for assistance. We look forward to a productive business relationship. 🗡

Contents

Let's Do Business.....	1
DBE/HUB Profile	1
Business Opportunity Programs Section	2
Congratulations!	3
Frequently Asked Questions (FAQs).....	3
How to do Business with TxDOT	3
District Contacts.....	4-5
1999 Calendar of Events	6
Visit us on the Web!	7
DBE/HUB Contract Requirements.....	8
DBE/HUB Liaison Committee	9

DBE/HUB Profile:

Epsilon Engineering

Contributed by James Wong, P.E.

The success of James Wong and Epsilon Engineering, Inc. is a tribute to the opportunities afforded by the Disadvantaged Business Enterprise program of the Texas Department of Transportation and other governmental agencies in the Houston area. James Wong was born in the Toisun Province of China in 1949. James' family immigrated to the United States and settled in Houston, TX, where they owned and operated a neighborhood grocery store. After completing high school and during his attendance at the University of Houston, James continued to work at the family business and later became a cooperative education employee of

the Texas Highway Department. He graduated with a Bachelor of Science in Civil Engineering in 1973.

Upon graduation, James continued working for the Texas Highway Department. After gaining experience in traffic engineering, advance planning and design, he was employed by Bovay Engineers, Inc. in Houston, where he rose to the position of Principal Engineer. He was also employed by HDR, Inc. as project engineer for the I-27 project in Lubbock, TX. On Feb. 14,

(Continued on page 8)



BUSINESS OPPORTUNITY PROGRAMS SECTION

BOP is committed to helping small businesses interested in doing business with TxDOT and to provide assistance to TxDOT personnel and prime contractors with their efforts to increase small business participation on TxDOT contracts.

The Business Opportunity Programs Section (BOP) consolidates the Disadvantaged Business Enterprise (DBE) and Historically Underutilized Business (HUB) programs and provides one location to respond to their issues. BOP is committed to helping small businesses interested in doing business with TxDOT and providing assistance to TxDOT personnel and prime contractors with their efforts to increase small business participation on TxDOT contracts.

BOP consists of four branches; Education/Outreach, Certification/Audits, Compliance/Complaints and Goal Setting/Data Reporting. These branches work together to enhance small businesses' abilities to be competitive in marketing their goods and services to TxDOT.

The **Education and Outreach Branch** provides assistance to firms that are interested in doing business with TxDOT. The Branch introduces firms to various TxDOT personnel in procurement and contracting. A Technical Assistance Program (TAP) offers training to DBE/HUBs for business management/marketing, accounting/cashflow, construction, business law and computers. Outreach and recruitment efforts, include participation in Economic Opportunity Forums and various conferences. Major initiatives include coordinating

TxDOT's DBE/HUB Conference and managing the DBE/HUB Liaison Committee. Pat Merrill, manager, can be contacted at (512) 703-5822.

The **Certification and Audits Branch** is responsible for certification of businesses that are eligible for the DBE program. A business must meet the basic criteria of being a small business 51% owned and controlled by minorities and/or women. Currently, there are approximately 1,200 certified DBEs. R.D. Brown, manager, can be contacted at (512) 703-5830.

Once a DBE and/or HUB is awarded a contract, the **Compliance and Complaints Branch** is responsible for monitoring compliance with the DBE/HUB Special Provisions in the contracts. This is accomplished by monitoring DBE/HUB commitments, on-site project reviews, quarterly desk audits and a final review of completed projects. The branch is responsible for investigating complaints relating to TxDOT's DBE/HUB programs and discrimination (external to TxDOT). This Branch also trains TxDOT's field personnel on DBE/HUB contract requirements so that they can monitor projects on a daily basis. Cynthia Gonzales, manager, can be contacted at (512) 703-5837.



DBE/HUBs Networking!

To facilitate DBE/HUBs in procurement of contracts, DBE/HUB goals are placed on most TxDOT contracts. These goals are established by the **Goal Setting and Data Reporting Branch**. This Branch is responsible for preparing data reports regarding the DBE/HUB programs for TxDOT management and by special request. TxDOT's Internet Web Page "Doing Business with TxDOT" and the DBE/HUB information is the responsibility of this Branch. Juan Vega, manager, can be contacted at (512) 703-5843.

The personnel of the BOP Section is ready to assist your firm in conducting business with TxDOT. Let us hear from you. 🇹🇽

CONGRATULATIONS!

Newly Certified as DBEs

Alis Kilpatrick Mahlen

5604 Collinwood Avenue

Fort Worth, TX 76102

Landscape Architect

Alpha Construction Specialists

6115 Jack Finney Blvd., Ste. 7

Greenville, TX 75402

Asphalt (Driveways), Earthwork,

Base & Subbase, Hauling (Clean-Up), Right of

Way Maintenance/Prep., Guardrail Repair,

Minor Structures & Miscellaneous Concrete

Arias & Kezar, Inc.

10821 Gulfdale

San Antonio, TX 78216

Engineering & Material Testing

BMD Hauling & Contracting

55 Skyline Rd., Dale, TX 78616

Earthwork, Base & Subbase, Minor Structures,

Hauling, Waste Water,

Septic & Drainage Projects &

General Construction

C & S Coating Inspections, Inc.

207 Wilbourn Blvd.

Lafayette, LA 70506

Construction Inspection of Painting and

Protective Coatings

Financial & Management Company

8901 Business Park Dr.,

Austin, TX 78761

Landscaping, Painting, Underground & Utility

Work, Minor Structures, Rest Areas, Financing

& Management Consulting

Ibarra Consulting Engineers, Inc.

3131 Turtle Creek Blvd. Ste. 1151

Dallas, TX 75219

Engineering

Joseph P. Garcia

829 Park Plaza, Apt. 103

Austin, TX 78753

Construction Inspections - RPR & Materials

Testing

Kellystone, Inc.

13717 Burnet Rd. Ste. 300-228

Austin, TX 78727

Landscaping & Installation of Interlocking

Concrete Pavers & Concrete

Block Walls

Lynmarc

10807 Jones Road, Ste. 119

Houston, TX 77065

Regular Dealer of Dirt, Gravel, Limestone,

Crushed Concrete, General Contractor-

Environmental Services (Soil Remediation/

Clean-Up) Const. Oil Fld. Eqpt.

(Continued)

Maywood Information Services, Inc.

109 N. Main St., Ste. 209 B

Cleburne, TX 76031

Property Research, R.O.W.,

Right of Entry Permits

McQueen & Son, Inc.

701 W. Main,

Memphis, TX 79245

Hauling

Melroy Trucking

307 Country Club Drive

Marshall, TX 75672

Hauling

Mercedes Electric Supply, Inc.

8550 N.W. South River Dr.

Miami, FL 33166-7427

Regular Dealer of Electrical Materials

Motor Carrier Express Services, Inc.

9514 McNeil Road, Ste 205

Austin, TX 78758

Motor Carrier Permit Services

North Texas Aerial Surveys

1816 Highridge Cove

Carrollton, TX 75006

Photogrammetry-Aerial Surveys &

Digital Mapping

Soto, Gutierrez & Associates, Inc.

204 East Cano, Ste 105,

Edinburg, TX 78539

Engineering & Surveying

Certified Truck Owner-Operators

Mr. Elias Lopez

3004 E. 3rd Street, Austin, TX 78702

Mr. Jaime Munoz

1722 Commercial

San Antonio, TX 78221

Mr. Americo G. Perez

1131 West Main, Uvalde, TX 78801

Mr. Juan Salazar

202 Lovers Lane, Uvalde, TX 78801

Mr. Garnet Smith

2724 South Park Lane

Fort Worth, TX 76133

Mr. Damon Taylor

8154 Way, Houston, TX 77028

*Success is a
journey, not
a destination.*

- Ben Sweetland

Frequently Asked Questions

Regarding

Disadvantaged Business Enterprises (DBEs) & Historically Underutilized Businesses (HUBs)

What are the DBE and HUB programs?

These are programs designed to increase the participation of minority-owned and women-owned businesses in government contracts and procurements. To qualify for these programs, businesses must meet certain eligibility requirements. Primarily, the business must be 51% owned and controlled by socially and economically disadvantaged individual(s). To ensure this, a company is reviewed and "certified" as a DBE or HUB once it meets all conditions.

Do I need to be a DBE or a HUB and why?

You don't have to be a DBE or a HUB to do business with TxDOT, but it may help your company get business. Here's why:

TxDOT buys many types of products and services. Each year the Department establishes goals for DBE and HUB participation on contracts and procurements. In an effort to meet those goals, purchasers and prime contractors will seek DBEs and HUBs to give them an opportunity to submit bids/proposals.

What's the difference between the DBE and HUB programs?

TxDOT administers both a DBE and a HUB program.

The DBE program is a federal program for federally funded projects. TxDOT certifies companies interested in becoming DBEs. DBE goals are assigned to federal contracts. Only companies certified as DBEs can be utilized to meet those goals.

The HUB program is a state program for state-funded projects. The General Services Commission (GSC) certifies companies interested in becoming HUBs. HUB goals are assigned to state projects. Only companies certified as HUBs can be utilized to meet those goals.

Certification for both programs is valid for two years and there is no application fee.

The DBE/HUB Administrative Rules (see Order Form) provides additional information.

I'm a prime contractor. How can I find DBEs?

One way is through the DBE Directory which is available on TxDOT's Web site, www.dot.state.tx.us under Business, DBE Information. The directory, which is updated monthly, specifies type of business. A hard copy, published annually, includes additional information. It lists the TxDOT districts where each company is willing to work. Furthermore, it lists statewide and local organizations that promote business and communication with DBEs and other companies.

Another method of locating DBEs is at DBE/HUB Regional Liaison Committee meetings. These are held quarterly throughout the state and are attended by DBEs, TxDOT staff and prime contractors.

The Education and Outreach Branch of the BOP Section is available to help you locate DBEs for your specific needs.

I'm a DBE/HUB subcontractor. How can I find prime contractors?

Through a free service provided by the Texas Engineering Extension Service's (TEEX) Plan Room, you can find out which prime contractors have requested construction plans for various projects and the low bidders.

Many prime contractors are members of the Associated General Contractors of Texas (AGC) which is headquartered in Austin, TX. For a directory of members, call (512)478-4691.

You can also find a list of prime contractors on TxDOT's Web site under "Business."

I purchase goods/commodities and services for a TxDOT district. How can I find HUBs?

One way is through the Centralized Master Bidders List (CMBL) which is maintained by the General Services Commission (GSC) on their Web site, www.gsc.state.tx.us. For every company subscribing to this list, the specific commodities and/or services they sell is identified by a class and item code number.

Another way purchasers can locate HUBs is through the GSC HUB Directory. Although HUB companies are automatically included on

this list, it does not indicate what they sell and therefore is better utilized for verifying HUB status rather than searching for a company by class and item code.

The Education and Outreach Branch of the BOP Section facilitates business meetings to introduce vendors to TxDOT purchasers. Also, vendors may contact you on their own (we routinely distribute a list of "District Contact" people) to solicit business and find out what TxDOT is purchasing. The Education and Outreach Branch can help you locate HUBs for your various types of purchases.

Do you have questions for us? Use the order form on Page 7 to submit questions or call us. 📞

How to Do Business With TxDOT

The General Services Commission, central purchasing agency of the State of Texas, has delegated purchasing authority to state agencies. TxDOT operates under the basic principles of free and vigorous competition. To do business with us, you need to know:

- (1) How we buy what you sell,
- (2) Who to contact to find out what we are buying, and
- (3) What the requirements are, if any, to submit a bid.

TxDOT purchases a wide variety of items and services which are categorized as follows:

Goods/commodities and services (computers and related supplies, office supplies, printing, janitorial, right of way appraisals, etc.)

Construction (heavy highway construction and sub-contracting, hauling, etc.)

Professional services (engineers, architects, surveyors, etc.)

Maintenance (of highways, roadside rest areas, facilities, etc.)

These categories require different purchasing procedures. Additionally, the dollar amount may determine who makes the purchase (the district, Austin headquarters, or the General Services Commission). Consequently, there is an abundance of procedures and knowing which one to follow may be confusing at best. Therefore, we suggest you contact the districts you want to do business with, and/or the purchasing representative in Austin to determine how to proceed. A list of contact people, along with their phone numbers, can be found on pages four and five of this newsletter. Give them a call! They can answer your questions and get you headed in the right direction. 📞

TEXAS DEPARTMENT OF TRANSPORTATION

DISTRICT CONTACTS

DISTRICT	TELEPHONE	PROFESSIONAL SERVICES	MAINTENANCE	COMMODITIES/GOODS & SERVICES	CONSTRUCTION
ABILENE 4250 N. Clack P.O. Box 150 79604	915-676-6802	Cody Parkhill	Allen Morgan	Allen Morgan	Brian Crawford
AMARILLO 5715 Canyon Dr. 79110 P.O. Box 2708 79105	806-356-3200	John White	Joyce Davis	Alvin Kabetzke	Tom Nagel
ATLANTA 701 E. Main P.O. Box 1210 75551	903-796-2851	Dennis Beckham	Charles Russell	Lowell Revalee	James Joslin
AUSTIN 7901 I-35 N P.O. Drawer 15426 78761	512-832-7000	Bob Daigh	Leslie Miller	Paul Goertz	Danny Stabeno
BEAUMONT 8350 Eastex Freeway P.O. BOX 3468 77708	409-898-7311	Karen Davis	Will Swearingen	Vickie Duke	Will Swearingen
BROWNWOOD 2495 Texas 183N 76802	915-646-2591	Elias Rmeili	Tina Crelia	Earla Pallette	Kathy Kunkel
BRYAN 1300 N. Texas Ave. 77803	409-778-9714	Don Werth	Craig Hogan	Lonnie Brothers	Craig Hogan
CHILDRESS 1700 Ave. F N.W. P.O. Box 900 79201	940-937-2571	Darwin Lankford	Bart Sherrill	Ross Butler	Gene Garcia
CORPUS CHRISTI 1701 S. Padre Island P.O. Box 9907 78469	512-808-2300	Pat Norrell	Bob Blackwell	Rene Liberto	Mario Garza
DALLAS 4777 U.S. 80E, Mesquite P.O. Box 3067 Dallas 75221	214-320-6100	Charles Tucker	Gary Charlton	Fred Gober	Jim Hunt
EL PASO 212 N. Clark Dr. P.O. Box 10278 79994	915-774-4200	Mark Logenbaugh	Robert Tejada	Dennis Evans	Charles Shook
FORT WORTH 2501 S.W. Loop P.O. Box 6868 76115	817-370-6500	Randy Burkett	Vicki Webb	Janice Jennings	John Rosson
HOUSTON 7721 Washington Ave. P.O. Box 1386 77251	713-802-5000	Elvia Cardinal	Charles Burks	Lyna Stoerner	Walter Torres

LAREDO 1817 Bob Bullock Loop 78043	956-712-7400	Bob Austin, P.E.	Fitzgerald Sanchez, P.E.	Salvador A. Mercado, P.E.	Fitzgerald Sanchez, P.E.
LUBBOCK 135 Slaton Hwy. P.O. Box 771 79408	806-745-4411	Steve Warren	Andrew Chavez	Dennis Morgan	John Rantz
LUFKIN 1805 N. Timberland Dr. 75901	409-634-4433	Mike Offield	Walter Hearnberger	David Pitts	Walter Hearnberger
ODESSA 3901 U.S. 80 E. 79761	915-332-0501	Mike May	Carolyn Yarbrough	Ray Harris	Pam Brown
PARIS 1365 N. Main St. 75460	903-737-9300	Steve Ekstrom	Jan Barnes	Niki Mathews	Wayne Clement
PHARR 600 U.S. 83W Express P.O. Drawer EE 78577	956-702-6100	Janice Kolberg	Chano Falcon	Harry Kiehn	Rosendo Garcia
SAN ANGELO 4502 Knickerbocker Rd. 76904	915-944-1501	George "Rudy" Herrmann	Dennis Wilde	Charlie Jones	Victor Pinon
SAN ANTONIO 4615 N.W. Loop 410 P.O. Box 29928 78229-0928	210-615-1110	Judy Friesenhahn	Jim Shiller	Rick McAlpine	Edward Stephen
TYLER 2709 W. Front St. 75702-7712	903-510-9100	Sonja Swinson	Ann Marrs	Terry Frick	Sherri Ralston
WACO 100 S. Loop Dr. P.O. Box 1010 76703	254-867-2700	Doug Huneycutt, P.E.	Kathy Hartin	Bruce Baker	Doug Dillon
WICHITA FALLS 1601 S.W. Parkway 76302	940-720-7700	Sharon Lott	Julia Smith	Julian Martinez	Julia Smith
YOAKUM 403 Huck St. P.O. Box 757 77995	512-293-4300	Billy Goodrich, P.E.	Jocelyn Bolom	J.T. Byrnes	Sherry Hutchinson

AGENCY PURCHASING CONTACTS

COMMODITIES	SERVICES	INFORMATION SYSTEMS	MAINTENANCE CONTRACTS	PRIME/SUBCONTRACTING	GENERAL INFORMATION
Ron Eberhardt, CPPO	Karen Lewis, C.P.M.	Rudy Gomez, CPPB	Carol Whittenbaugh	Business Opportunity Programs	Geri Bartel
512-416-2063	512-416-2027	512-416-2052	512-416-3222	Pat Merrill	512-416-2047
512-416-2152 FAX	512-416-2152 FAX	512-416-2269 FAX	512-416-2652 FAX	512-703-5826	512-416-2861 FAX
				512-703-5857 - FAX	
PRINTING	OFFICE SUPPLIES	FURNITURE	HWY MAINTENANCE MAT'L'S	NON-ENGINEERING CONSULTANT SERVICES	PROFESSIONAL SERVICES
Al Fairchild, CPPB	Georgene DeVine	Ann Morrow	Ron Eberhardt, CPPO		Shirley Ashbrook 416-2321
512-416-2806	512-416-2839	512-416-2039	512-416-2063	Anna Isbell	Harry Vaughn, 416-2603
512-416-2861 FAX	512-416-2861 FAX	512-416-2269 FAX	512-416-2152 FAX	512-416-2417	Mohammad Farhoud
				512-416-2536 FAX	416-2322; 512-416-2292 FAX

1999 Calendar of Events

	Date	Time	Event	Location	Telephone
March	3 & 4	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	3	2-5 p.m.	DBE Certification Workshop	Austin – 200 E. Riverside, Room 102	(512) 703-5822
	19	10-3:30 p.m.	Statewide Liaison Meeting	Austin – 125 E. 11th St., Hearing Room	(512) 703-5822
April	6 & 7	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	6	2-5 p.m.	DBE Certification Workshop	Austin – 200 E. Riverside, Room 102	(512) 703-5822
	20	3-5 p.m.	Regional Liaison Meeting	Amarillo – 5715 Canyon Dr., Main Conference Room	(806) 356-3256
	20	3-5 p.m.	Regional Liaison Meeting	Houston – 7721 Washington Ave., Main Conference Room	(713) 802-5076
	21	3-5 p.m.	Regional Liaison Meeting	El Paso – 212 N. Clark., Main Conference Room	(915) 774-4341
	21	3-5 p.m.	Regional Liaison Meeting	Lufkin – 1805 N. Timberland Dr., Regional Conference Room	(409) 633-4395
	22	3-5 p.m.	Regional Liaison Meeting	Dallas – 4777 U.S. 80E, Assembly Room	(214) 320-4481
	27	3-5 p.m.	Regional Liaison Meeting	Laredo – 1817 Bob Bullock Loop, Meeting Room	(210) 712-7411
	27	3-5 p.m.	Regional Liaison Meeting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	28	3-5 p.m.	Regional Liaison Meeting	Brownwood – 2495 Texas 183N, Assembly Room	(915) 646-0410
May	4 & 5	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	4	2-5 p.m.	DBE Certification Workshop	Austin – 200 E. Riverside, Room 102	(512) 703-5822
June	2 & 3	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	2	2-5 p.m.	DBE Certification Workshop	Austin – 200 E. Riverside, Room 102	(512) 703-5822
	18	10-3:30 p.m.	Statewide Liaison Meeting	Austin – 125 E. 11th St., Hearing Room	(512) 703-5822
July	6 & 7	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	6	2-5 p.m.	DBE Certification Workshop	Austin – 200 E. Riverside, Room 102	(512) 703-5822
	27	3-5 p.m.	Regional Liaison Meeting	Lubbock – 135 Slaton Rd., Training Center Building	(806) 784-4337
	27	3-5 p.m.	Regional Liaison Meeting	San Antonio – 4615 N.W. Loop 410, Building #2, Training Room	(210) 615-1110
	28	3-5 p.m.	Regional Liaison Meeting	El Paso – 212 N. Clark., Main Conference Room	(915) 774-4341
	28	3-5 p.m.	Regional Liaison Meeting	Houston – 7721 Washington Ave., Main Conference Room	(713) 802-5076
	29	3-5 p.m.	Regional Liaison Meeting	Pharr – 600 U.S. 83W, Assembly Room	(956) 702-6100
August	3	3-5 p.m.	Regional Liaison Meeting	Dallas – 4777 U.S. 80E, Assembly Room	(214) 320-4481
	3	3-5 p.m.	Regional Liaison Meeting	Abilene – 4250 N. Clack St., Training Room	(915) 676-6806
	3 & 4	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	3	2-5 p.m.	DBE Certification Workshop	Austin – 150 E. Riverside, Room 1B1	(512) 703-5822
	4	3-5 p.m.	Regional Liaison Meeting	Atlanta – FM 249 & Park St., Assembly Room	(903) 796-2851
September	2 & 3	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	2	2-5 p.m.	DBE Certification Workshop	Austin – 150 E. Riverside, Room 1B1	(512) 703-5822
	24	10-3:30 p.m.	Statewide Liaison Meeting	Austin – 125 E. 11th St., Hearing Room	(512) 703-5822
October	6 & 7	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	6	2-5 p.m.	DBE Certification Workshop	Austin – 150 E. Riverside, Room 1B1	(512) 703-5822
	26	3-5 p.m.	Regional Liaison Meeting	Austin – 7901 I-35N, Hearing Room	(512) 832-7060
	26	3-5 p.m.	Regional Liaison Meeting	Odessa – 3901 U.S. 80E, Assembly Room	(915) 332-0501
	27	3-5 p.m.	Regional Liaison Meeting	Dallas – 4777 U.S. 80E, Assembly Room	(214) 320-4481
	27	3-5 p.m.	Regional Liaison Meeting	Amarillo – 5715 Canyon Dr., Main Conference Room	(806) 356-3256
	28	3-5 p.m.	Regional Liaison Meeting	El Paso – 212 N. Clark, Main Conference Room	(915) 774-4341
	28	3-5 p.m.	Regional Liaison Meeting	Tyler – 2709 W. Front St., Assembly Room	(903) 510-9116
	28	3-5 p.m.	Regional Liaison Meeting	Tyler – 2709 W. Front St., Assembly Room	(903) 510-9116
November	2	3-5 p.m.	Regional Liaison Meeting	Corpus Christi – 1701 Padre Island, Assembly Room	(512) 808-2231
	2	3-5 p.m.	Regional Liaison Meeting	Beaumont – 8350 U.S. 69N, Assembly Room	(409) 898-5730
	9 & 10	1:00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room. 101	(512) 703-5822
December	9	2-5 p.m.	DBE Certification Workshop	Austin – 150 E. Riverside, Room 1B1	(512) 703-5822
	3	10-3:30 p.m.	Statewide Liaison Meeting	Austin – 125 E. 11th St., Hearing Room	(512) 703-5822
	7 & 8	1: 00 p.m.	TxDOT Letting	Austin – 200 E. Riverside, Room 101	(512) 703-5822
	7	2-5 p.m.	DBE Certification Workshop	Austin – 150 E. Riverside, Room 1B1	(512) 703-5822

Visit us on the Web!

We would like to introduce the Texas Department of Transportation's (TxDOT) Web site, <http://www.dot.state.tx.us>. The primary site you want to explore is the BUSINESS section. This site includes: Contractor Notices, Bid Tabulations, Pre-/Post-Letting Reports, Specifications, DBE Information, Consultant Contracts and other useful links. For example, you can identify potential projects for bidding in the Pre-Letting Reports section. This section lists information on Construction and State-Let Maintenance Projects, Local-Let Maintenance Projects, and Letting Schedules. The Post-Letting Reports section lists the Statewide and District Average Unit Bid price. This section also gives the status of State-Let Construction and Maintenance Projects (awarded, rejected or pending) and the Doing Business with TxDOT-Contact List which lists persons for all areas of TxDOT business.

In future issues we will continue to highlight specific Web sites which we feel will be beneficial to your business. In the meantime, you can explore these other Web sites. ➡



Texas Department of Transportation - (TxDOT)
<http://www.dot.state.tx.us/>

Texas General Services Commission
<http://www.gsc.state.tx.us/>

CMBL & HUB Search
<http://www.gsc.state.tx.us/cmb/cmbhub.html>

Texas Register
<http://www.sos.state.tx.us/texreg/index.html>

U.S. Department of Transportation
<http://www.dot.gov/>

Texas Department of Economic Development (formerly the Department of Commerce)
<http://www.tded.state.tx.us>

Texas Department of Economic Development (Texas Marketplace)
<http://www.texas-one.org>

Texas Senate
<http://www.senate.state.tx.us/>

Texas Engineering Extension Service
<http://www.tamu.edu/teex/>

The U.S. Legislative Branch (Senate and House)
<http://lcweb.loc.gov/global/legislative/congress.html#moc>

SBA: Small Business Administration
<http://www.sbaonline.sba.gov/>

Associated General Contractors of Texas
<http://www.agcoftexas.com/index.html>

Texas House of Representatives
<http://www.house.state.tx.us/>

Window on State Government
<http://www.cpa.texas.gov/>

Order Form

- ☐ DBE Certification Application
- ☐ DBE Certification Application for Truck Owner/Operator
- ☐ Precertification Application (for professional service contracts: <http://www.dot.state.tx.us>)
- ☐ Bidder's Questionnaire (for maintenance and construction projects – no financial statement required)

Do you have a comment or a question for the Frequently Asked Questions column?

- ☐ Prequalification Application (for maintenance and construction projects - requires audited financial statement)
- ☐ HUB Application (<http://www.gsc.state.tx.us>)
- ☐ DBE/HUB Rules
- ☐ Technical Assistance information
- ☐ DBE/HUB Liaison Committee information
- ☐ Other; please specify

Please send the items indicated above to:

Please type or print.

Name

Address

City

State & Zip

Phone #

DBE/HUB Contract Requirements

Becoming certified as a Disadvantaged Business Enterprise (DBE) and/or Historically Underutilized Business (HUB) is only the first step to participation in the Department's DBE/HUB Programs. It is important for certified DBE/HUB firms to know the contract requirements regarding performance on projects. A contract with DBE/HUB goals includes provisions which detail the requirements. For example, prior to contract execution, the low bidder must furnish TxDOT a list of DBE/HUB goal commitments. Those contractors that are unable to meet the goal, in whole or in part, must submit documentation of the efforts made in good faith to obtain DBE/HUB participation.

Once a firm is approved as a DBE/HUB on a contractor's commitment, it is required to perform a commercially useful function. This means that the DBE/HUB must perform a specific percentage of the work with its own equipment, employees and material. If that firm is unable or unwilling to perform the work, the contractor must make a reasonable effort to replace the firm with another DBE/HUB firm.

This is a brief description of the requirements specified in the DBE/HUB Special Provisions. A Compliance and Complaints Specialist from TxDOT will go into more detail at the upcoming regional DBE/HUB Liaison Committee Meetings. (For meeting dates, refer to the Calendar of Events in this newsletter.) Companies currently doing business or interested in doing business as a DBE/HUB with TxDOT will benefit from the presentation. We hope to see you there.

Once a firm is approved as a DBE/HUB on a contractor's commitment, it is required to perform a commercially useful function. This means that the DBE/HUB must perform a specific percentage of the work with its own equipment, employees and material.

Epsilon Engineering

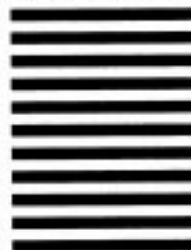
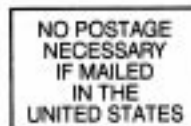
(Continued from page 1)

1985, James "took the leap" and founded Epsilon Engineering. Starting with only a one-person office, James quickly began attracting the talented people who would form the core of the firm in later years. With the help of TxDOT and Houston Metro's DBE programs, Epsilon got its first big break when, in 1985, it was retained as a subconsultant for the design of improvements to US 59 from Bissonnet Street to Westpark in Houston, Tx. Epsilon's ability to prepare all of the roadway and traffic plans for the reconstruction of the frontage roads demonstrated the young firm's capabilities and commitment to excellence.

Today, Epsilon has grown to employ 24 people, including eight professional engineers. Epsilon's assignments include projects ranging from a small traffic study to its selection as prime consultant for the reconstruction of over seven miles of Interstate 10 in eastern Texas. 📍



BUSINESS OPPORTUNITY PROGRAMS SECTION
CONSTRUCTION DIVISION
TEXAS DEPARTMENT OF TRANSPORTATION
125 E 11TH ST
AUSTIN TX 78701-9525



TxDOT Road Lines
James Dossett, Editor

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Contributors

R.D. Brown, Efrem Casarez, Berdell Collins, Cynthia Gonzales, Dolores Guajardo, Pat Merrill, Betsy Paez, Dave Tovar, Mary Wells

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DBE/HUB LIAISON COMMITTEE

In the Fall of 1997, TxDOT developed a DBE/HUB Liaison Committee. The Committee has served as a resource in developing a stronger working relationship between TxDOT and the DBE/HUB business community by providing information about TxDOT's purchasing and contracting processes. DBE/HUBs have increased their ability to sell products and obtain contracts by attending regional liaison meetings. The focus of these meetings is to introduce businesses to TxDOT purchasers and contract managers. DBE/HUBs have the opportunity to market their businesses directly to TxDOT at these meetings.

The State of Texas is divided into eight regions and each region has elected two delegates. The delegates are owners of certified DBE and/or HUB firms. Their function is to preside at regional meetings, provide information and represent their region at the Statewide meetings. You are encouraged to get to know the delegates in your region and attend regional meetings (see calendar). The current delegates are:



Statewide meeting attendees

Region 1 - Beaumont Bryan, and Houston Districts

James Bellamy, Vice Chair
Bellamy Designs, Inc.
Phone (713) 668-1904
Mary Randall
Jemari Group, Inc.
Phone (409) 832-4090

Region 2 - Dallas, Fort Worth, Paris, Waco and Wichita Falls Districts

Wendy Lopez
Wendy Lopez & Associates
Phone (214) 741-7777
Fernando Laclette
Laclette International Consulting
Phone (972) 699-1367

Region 3 - Austin, San Antonio and Yoakum Districts

Adalberto Camarillo, Chair
Poznecki-Camarillo, Inc.
Phone (210) 349-3273
Pamela Bain, Secretary
Bain Medina Bain, Inc.
Phone (210) 494-7223

Region 4 - Corpus Christi, Laredo and Pharr Districts

Eddie Saenz
J. E. Saenz & Associates, Inc.
Phone (956) 383-2984
Annette Chavez
POSTNET
Phone: (956) 687-5224

Region 5 - Amarillo Childress, and Lubbock Districts

Mary Ellen Brandt
Brandt Engineers, Inc.
Phone (806) 353-7233
Judy Ortiz
J OZ Construction Company
Phone (806) 783-8944

Region 6 - El Paso District

Jose Rosales
JAR Concrete, Inc.
Phone (915) 591-3389

Jesus Candelaria

JMC Consultants
Phone (915) 581-9770

Region 7 - Abilene, Brownwood, Odessa and San Angelo Districts

Mary Weaver
Weaver Trucking
Phone (915) 520-6867
Rebecca Scott
MIDESSA Industrial Vinyl Company
Phone (915) 333-3055

Region 8 - Atlanta, Lufkin and Tyler Districts

Alice Richardson
Richardson Environmental & Excavation Service
Phone (903) 792-3371
Jan Clem
Cass County Crushing Company
Phone (903) 796-8489

In addition to the delegates, the Federal Highway Administration (FHWA) and TxDOT appointed representatives to serve on the committee. These individuals have been instrumental in providing information and guidance to the Liaison delegates and the business community. Their major contribution has been to attend the statewide meetings and work on action items that are presented by the delegates. These members are:

David Gibbs, P.E.
Assistant Division Administrator
FHWA
Phone (512) 916-5511

Karen Kabel
Civil Rights Specialist
FHWA
Phone (512) 916-5500

Jay R. Nelson, P.E.
Dallas District Engineer
TxDOT
Phone (214) 320-6110

Doug Dillon, P.E.
Director of Construction

TxDOT Waco District
Phone (254) 867-2770

Anthony (Tony) D. Huggins
Director of Administration
TxDOT Fort Worth District
Phone (817) 370-6500

Lawrence (Larry) J. Zatopek
Director, General Services Division
TxDOT
Phone (512) 416-2001

Jana K. Nava
Director, Civil Rights Office, TxDOT
Phone (512) 475-3117

James Dossett
Director, Business Opportunity Programs
Section (BOP)
Construction Division, TxDOT
Phone (512) 703-5826

Efrem Casarez
DBE Program Director, BOP Section
Construction Division, TxDOT
Phone (512) 703-5844

Pat Merrill
Supervisor, Education/Outreach Branch
BOP Section
Construction Division, TxDOT
Phone (512) 703-5821

A special thanks goes to all of the Liaison members for the fine work they have accomplished in the last two years. 🇺🇸



Newly elected delegates

Business Opportunity Programs

Phone & Fax Numbers

AC 512

	Phone	Fax
Main number	703-5826	703-5857
Certification & Audit	703-5830	703-5842
Goal Setting & Data Reporting	703-5828	703-5842
Compliance & Complaints	703-5829	703-5803
Education & Outreach	703-5822	703-5804

FREE PLAN ROOM SERVICES

Did you know that the Texas Department of Transportation offers Plan Room Services, through the Texas Engineering Extension Service (TEEX), to certified DBEs and HUBs?

Call **(800) 962-3413** to receive:

- ☞ Copies of construction plans
- ☞ Bidders (plan holders) lists
- ☞ Letting results and low bidders
- ☞ Bid tabulations

Each DBE/HUB firm is allowed, free of charge, 4,800 copies per year. For additional copies, a nominal fee is charged.

Visit us on the Web!
<http://www.dot.state.tx.us>



Business Opportunity Programs Section
Texas Department of Transportation
125 E. 11th Street
Austin, Texas 78701-2483